



**Rowan-Cabarrus Community College Archive Services
Deed of Gift**

DEED OF GIFT

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Brief Description of your Donation

Types of materials _____

General subject/content _____

Approximate dates of materials _____

Your relationship to materials _____

Items not retained by the Rowan-Cabarrus Community College Archive Services shall be:

Discarded _____ Returned to donor _____

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Accession Section (Staff Use Only)

Extent:

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Accession #:	Accession Date:
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I represent that I am the sole owner of the materials described above and that I have full right and authority to donate these materials to the Rowan-Cabarrus Community College Archive Services. I hereby donate and convey to the Rowan-Cabarrus Community College Archive Services all rights, title, and interest that I possess to the materials described above. I understand that the location, retention, and preservation of the materials, and other considerations relating to their use and disposition, will be made in accordance with Rowan-Cabarrus Community College Archive Services policies, and that the material may be made available for research on an unrestricted basis. I understand that the donations I am making are permanent donations.

COPYRIGHT INTERESTS (Please read and initial one option)

I do not own or control the copyright in any of the donated materials.

I represent and warrant that I am the owner of the copyright in all of the materials I am donating, and I hereby convey, assign and transfer all right, title, and interest in and to copyrights, including renewals and extensions to the copyrights, that I own in these materials to the Rowan-Cabarrus Community College Archive Services.

I do not wish to transfer or convey any of the copyright I own to the Rowan-Cabarrus Community College Archive Services, but I do give permission for the Rowan-Cabarrus Community College Archive Services to make copies of the materials for researchers according to the Fair Use Doctrine and for exhibit and display.

I represent and warrant that I am the owner of the copyright in a portion of the materials I am donating, and I hereby convey, assign and transfer all right, title, and interest in and to copyrights, including renewals and extensions to the copyrights, that I own in these materials to the Rowan-Cabarrus Community College Archive Services. Following is a description of the materials for which I own the copyright:

If known, please provide the name, address and phone number of person(s) who do own the copyright in donated materials:

Date: _____

Signed _____
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(Staff Use Only)
Restrictions:

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